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COMMON FUND FOR COMMODITIES

Preparatory Commission

REPORT BY THE CHAIRMAN ON THE FIRST SESSION OF THE PREPARATORY COMMISSION HELD FROM 20 TO 24 OCTOBER 1980

A. Opening of the session

1. The first session of the Preparatory Commission established by the United Nations Negotiating Conference on a Common Fund under the Integrated Programme for Commodities in its resolution of 27 June 1980 was opened by the Secretary-General of UNCTAD on 20 October 1980 at the Palais des Nations, Geneva.

B. Election of the Chairman

2. At its second meeting, on 22 October 1980, the Preparatory Commission elected H.E. Mr. J.-V. Gbeho (Ghana) as Chairman and agreed to defer to its next session the election of the other members of the Bureau.

C. Membership of the Preparatory Commission

3. At its third meeting, on 24 October 1980, the Commission adopted the following resolution:

1(I) - Membership of the Preparatory Commission

The Preparatory Commission

1. Recommends

(a) That its membership be enlarged to include all States listed in the annex to schedule D of the Agreement establishing the Common Fund for Commodities;

(b) That membership also be open to any intergovernmental organization referred to in article 4 (b) of the Agreement. Such intergovernmental organizations shall not take part in decisions of the Preparatory Commission;

(c) That the number of its Vice-Chairman be increased to six;

2. Requests the Secretary-General of UNCTAD to communicate these recommendations to all the States listed in the Final Act of the United Nations Negotiating Conference on a Common Fund under the Integrated Programme for Commodities;

3. Decides that these recommendations shall take effect on 1 January 1981 if, by that date, not more than one third of the States referred to in paragraph 2 have communicated their objection in writing to the Secretary-General of UNCTAD.

D. Preparatory work for bringing the Common Fund into operation

4. Also at its third meeting, on 24 October 1980, the Commission adopted the following resolution:

2(I) - Preparatory work for bringing the Common Fund into operation

The Preparatory Commission

Requests the United Nations General Assembly, in pursuance of its decision 34/446, to finalize, at its current session, the arrangements to make available to the Commission, for the period necessary to conclude its work, the advance of $1.8 million for financing the preparatory work required for bringing the Common Fund into operation. The disbursements against this advance shall be in accordance with the decisions to be adopted by the Preparatory Commission at its subsequent sessions in relation with its programme of work and the establishment of the Special Unit.

E. Provisional rules of procedure of the Commission

5. The provisional rules of procedure, submitted by the UNCTAD secretariat in document CF/PC/R.2, were not considered by the Preparatory Commission at its first session. In the course of the session, however, proposed amendments to these provisional rules of procedure were submitted by Argentina and Cuba (CF/PC/CRP.1 and Corr.1), and by the Asian Group (CF/PC/CRP.2). At the third meeting of the Preparatory Commission, on 24 October 1980, the sponsors indicated that in view of the adoption of the resolution on the membership of the Preparatory Commission some of their proposed amendments would perhaps need to be modified.

F. Credentials

6. At the third meeting, on 24 October 1980, the Chairman informed the Preparatory Commission that he had examined, in consultation with regional co-ordinators, the credentials of the representatives of the members of the Commission and had found them in good and due form. At the same meeting, the Commission, on the recommendation of the Chairman, approved the credentials.

G. Date, place and provisional agenda of the second session

7. At its third meeting on 24 October 1980, the Preparatory Commission agreed that its second session should be held in Geneva from 9 to 13 February 1981. It also agreed that the provisional agenda for that session should be as follows:

1. Election of the other members of the Bureau
2. Adoption of the agenda
3. Adoption of the rules of procedure
4. Work programme of the Commission

5. Structure of the Special Unit and financial arrangements

6. Other business

7. Date, place and provisional agenda of the third session of the Preparatory Commission

H. Membership and attendance

8. The following members of the Commission were represented at the session: Argentina; Australia; Bangladesh; Burundi; Canada; China; Colombia; Cuba; Germany, Federal Republic of; Ghana; India; Indonesia; Iraq; Italy; Jamaica; Japan; Netherlands; Nigeria; Norway; Philippines; Spain; Sudan; Tunisia; Union of Soviet Socialist Republics; United Kingdom of Great Britain and Northern Ireland; United States of America; Venezuela.

9. The following other States members of UNCTAD were represented at the session: Algeria; Angola; Austria; Belgium; Brazil; Bulgaria; Chile; Costa Rica; Czechoslovakia; Denmark; Dominican Republic; Ecuador; Egypt; El Salvador; Ethiopia; Finland; France; Gabon; German Democratic Republic; Greece; Guatemala; Honduras; Ireland; Israel; Ivory Coast; Kenya; Kuwait; Luxembourg; Madagascar; Malaysia; Malta; Mexico; Morocco; Nicaragua; Oman; Panama; Pakistan; Peru; Poland; Qatar; Republic of Korea; Romania; Saudi Arabia; Senegal; Singapore; Somalia; Sweden; Switzerland; Syrian Arab Republic; Thailand; Trinidad and Tobago; Turkey; United Republic of Cameroon; United Republic of Tanzania; Uruguay; Viet Nam; Yugoslavia; Zaire.

10. The European Economic Community was also represented at the session.

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COMMON FUND FOR COMMODITIES

Preparatory Commission
Second session
Geneva, 9 February 1981
Agenda item 4

WORK PROGRAMME OF THE COMMISSION

Resolution adopted by the Preparatory Commission at its second session

The Preparatory Commission,

Having considered the note by the UNCTAD secretariat entitled "Work programme of the Commission" (CF/PC/R.1),

Taking into account the note of the UNCTAD secretariat reproduced in annex II to this resolution,

Conscious of the need to undertake without delay the tasks assigned to it in paragraph 1 (d) of the resolution adopted by the United Nations Negotiating Conference on a Common Fund under the Integrated Programme for Commodities on 27 June 1980,

Taking into account practical difficulties which have been identified for the implementation of the request to the Secretary-General of UNCTAD by the United Nations Negotiating Conference on a Common Fund under the Integrated Programme for Commodities in paragraph 2 (a) of its resolution 2 (IV) for the early establishment of a Special Unit, and the need to make interim arrangements for the servicing of the Commission,

1. Decides to establish two Working Parties, with the same Bureau as that of the Commission and open to all members of the Commission, to prepare drafts on the following subjects for the consideration of the Commission:

(a) Working Party I (Administrative, legal and procedural matters)

(i) Rules of procedure of the Governing Council and of the Executive Board;

(ii) Rules and regulations for the conduct of the business of the Fund;

(iii) Delegation of powers by the Governing Council to the Executive Board;

(iv) Rules and regulations for the Consultative Committee;

(v) Rules and regulations for adjustments in the distribution of votes;

(vi) Administrative budget;

(vii) Staff regulations;

(viii) Organizational structure;

(ix) Relationship agreements with various co-operating institutions;

(x) Headquarters agreement;

(b) Working Party II (Operational and financial matters)

(i) Rules and regulations for First Account operations, including borrowing;

(ii) Rules and regulations for Second Account operations, including borrowing;

(iii) Financial regulations;

2. Decides to take up, on a priority basis, the question of the adoption of its rules of procedure at its third session;

3. Adopts, subject to review at its third session, the programme of work and schedule of meetings as set out in annex I to this resolution;

4. Requests the Secretary-General of UNCTAD to take the necessary steps to commission the technical studies and documentation required for the carrying out of the programme of work, and authorizes him to incur expenditures up to $1,251,000 out of the advance of $1,750,500 approved by the General Assembly, in accordance with the contents of annex II to the present resolution, and to keep the States members informed through the Commission on the utilization of the resources;

5. Requests the Chairman to undertake consultations with member States through the regional co-ordinators in Geneva and with the Secretary-General of UNCTAD for the implementation of the interim arrangements.

7th meeting,
13 February 1981

ANNEX I

Programme of work and schedule of meetings

Working Party I (Administrative and legal matters): first session (4-8 May 1981)

1. Rules of procedure of the Governing Council (section I (i)) */
2. Rules of procedure of the Executive Board (section I (i))
3. Rules and regulations for the conduct of business of the Fund (section A(ii))
4. Delegation of powers by the Governing Council to the Executive Board (section A (iv))

Distribution of documents: end of March 1981

Working Party II (Operational and financial matters): first session (27-31 July 1981)

Rules and regulations for First Account operations, including borrowing (sections B (i) and (ii))

Distribution of documents: mid-June 1981

Preparatory Commission: third session (28 September - 2 October 1981)

1. Reports from the Working Parties and consideration of possible outstanding issues
2. Progress on signature and ratification of the Agreement and pledges of voluntary contributions to the Second Account

Distribution of documents: early September 1981

Working Party II: second session (30 November - 4 December 1981)

1. Matters referred from previous meetings
2. Rules and regulations for Second Account operations, including borrowing (section B (iii))
3. Financial regulations (section C (ii))

Distribution of documents: mid-October 1981

Working Party I: second session (25-29 January 1982)

1. Matters referred from previous meetings
2. Rules and regulations for the Consultative Committee (section A (iii))
3. Rules and regulations for adjustments in the distribution of votes (section A (v))
4. Other matters (sections C (i), D (i), D (ii), E (ii) and E (iii))

Distribution of documents: mid-December 1981

Preparatory Commission: fourth session (29-31 March 1982)

1. Reports from the Working Parties and consideration of possible outstanding issues
2. Progress on signature and ratification of the Agreement and pledges of voluntary contributions to the Second Account
3. Report of the Preparatory Commission to the Governing Council

Distribution of documents: early March 1982

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*/ The references throughout this annex relate to document CF/PC/2.1

ANNEX II

WORK PROGRAMME OF THE COMMISSION

Financial requirements

Note by the UNCTAD secretariat

The financial requirements to carry out the work programme proposed in document CF/PC/CRP.5 are estimated to be as follows:

(i)	50 work months of professional staff[1/]	$325,000
(ii)	15-20 work months of consultant services	$100,000
(iii)	22 work months of secretarial services	$ 66,000
(iv)	Travel of staff	$ 30,000
(v)	General operating expenses	$ 90,000
		$611,000
(vi)	8 weeks of meetings[2/]	$640,000
		$1,251,000

It is understood that while the secretariat will try to keep expenditures as low as possible by making available, inter alia, from the Commodities Division some support free of charge, it might be necessary to incur expenditures on a somewhat different pattern than the one estimated above if required in the interest of completing the work in time. Additional expenditures may have to be incurred depending on any decision that the Preparatory Commission may take at its next session especially in regard to the matters to be considered under item 4 of the proposed schedule of work for the second session of the Preparatory Commission scheduled for January 1982.

1/ Assuming that about 30 work months would be made available by the UNCTAD secretariat to the Common Fund free of charge.

2/ Including the cost of the first and second sessions of the Preparatory Commission held in October 1980 and February 1981 respectively.

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COMMON FUND FOR COMMODITIES
Preparatory Commission
Second session
Geneva, 9 February 1981

REPORT BY THE CHAIRMAN ON THE SECOND SESSION OF THE PREPARATORY COMMISSION HELD FROM 9 TO 13 FEBRUARY 1981

A. Opening of the session

1. The second session of the Preparatory Commission established by the United Nations Negotiating Conference on a Common Fund under the Integrated Programme for Commodities in its resolution of 27 June 1980 was opened by the Chairman, Mr. J.-V. Cheho (Ghana), on 9 February 1981. The Acting Deputy Secretary-General of UNCTAD (Mr. A. McIntyre) made an introductory statement. 1/

B. Membership of the Preparatory Commission and admission of observers

2. Since no objections to the recommendations in paragraph 1 of resolution 1 (I) of the Preparatory Commission (CF/PC/1) had been communicated to the Secretary-General of UNCTAD by 1 January 1981, the recommendations took effect on that date in accordance with paragraph 3 of that resolution. The membership of the Commission has thus been enlarged to include all States listed in the annex to Schedule D of the Agreement establishing the Common Fund for Commodities (TD/IPC/CF/CONF/24). It is also open to any intergovernmental organization referred to in article 4(b) of the Agreement.

3. The Preparatory Commission, at its 4th meeting, on 9 February 1981, admitted as observers the following United Nations bodies, specialized agencies and intergovernmental organizations:

- Food and Agriculture Organization of the United Nations
- World Bank
- International Monetary Fund
- General Agreement on Tariffs and Trade
- International Trade Centre UNCTAD/GATT

1/ Circulated, as document CF/PC/Misc.3, by decision of the Preparatory Commission at its 4th meeting, on 9 February 1981, the Commission having noted a statement of financial implications.

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- United Nations Industrial Development Organization
- United Nations Development Programme
- African, Caribbean and Pacific Group of States
- African Groundnut Council
- Association of Iron Ore Exporting Countries
- Council of Arab Economic Unity
- International Tea Promotion Association
- League of Arab States
- Organisation for Economic Co-operation and Development
- Organization of American States
- Organization of the Petroleum Exporting Countries
- OPEC Fund for International Development

4. At its 5th meeting, on 10 February 1981, the Commission also admitted as an observer the Permanent Secretariat of the General Treaty on Central American Economic Integration.

C. Election of the other members of the Bureau
(Agenda item 1)

5. In accordance with resolution 1 (I) of the Preparatory Commission, the number of Vice-Chairmen had been increased to six. At its 5th meeting, on 10 February 1981, the Commission elected the following representatives as Vice-Chairmen: Mr. H. Brillantes (Philippines); Mr. A. Martini Urdaneta (Venezuela); Mr. S. Kobayashi (Japan); Mr. T.A. Barnes (Canada); Mr. Z. Krzysztofowicz (Poland); and Mr. Li Chih-min (China).

D. Adoption of the agenda
(Agenda item 2)

6. At its 4th meeting, on 9 February 1981, the Preparatory Commission adopted the following agenda:

1. Election of the other members of the Bureau
2. Adoption of the agenda
3. Adoption of the rules of procedure
4. Work programme of the Commission

5. Structure of the Special Unit and financial arrangements

6. Other business

7. Date, place and provisional agenda of the third session of the Preparatory Commission.

E. Adoption of the rules of procedure
(Agenda item 3)

7. The provisional rules of procedure, submitted by the UNCTAD secretariat in document CF/PC/R.2, were not considered by the Preparatory Commission at its first session. A corrigendum to these rules was submitted by the secretariat in document CF/PC/R.2/Corr.1 to take account of the enlargement of the Commission's membership and of its Bureau in accordance with resolution 1 (I). In the course of the first session, amendments to the provisional rules of procedure were submitted by the delegations of Argentina and Cuba as well as by the Asian Group (CF/PC/CRP.1 and Corr.1 and CF/PC/CRP.2 respectively). At the second session of the Commission, the Latin American Group submitted amendments to the provisional rules of procedure (CF/PC/CRP.6) which superseded the proposed amendments submitted by Argentina and Cuba. The Asian Group also submitted a corrigendum (CF/PC/CRP.2/Corr.1) to the amendments it had proposed during the first session.

8. The Preparatory Commission was unable, because of time constraints, to consider the provisional rules of procedure and the various proposed amendments referred to above. This question will now be taken up at the third session of the Commission, pursuant to paragraph 2 of resolution 3 (II) adopted at the 7th (closing) meeting, on 13 February 1981 (see para. 9 below).

F. Work programme of the Commission
Structure of the Special Unit and financial arrangements
(Agenda items 4 and 5)

9. At its 7th meeting, the Preparatory Commission adopted resolution 3 (II) covering these agenda items. 2/

10. The Commission adopted the resolution after having noted the financial implications as set out in appendix II to the resolution. It also took note, in this connection, of a note by the Chairman on interim arrangements for servicing the Preparatory Commission, as well as of a note by the UNCTAD secretariat 3/ concerning United Nations procedures applicable to the recruitment of professional staff for the proposed Special Unit.

2/ For the text of the resolution, see annex I below.

3/ For the text of the note, see annex II below.

G. Other business
(Agenda item 6)

11. Under this item, the Preparatory Commission, at its 6th meeting, on 13 February 1981, heard a statement by the representative of the OPEC Fund for International Development concerning the decision of the Ministers of Finance of OPEC in relation to the co-operation of OPEC member countries with the Common Fund for Commodities. 4/

H. Date, place and provisional agenda of the third session
(Agenda item 7)

12. At its 7th meeting, the Preparatory Commission agreed that its third session should be held at Geneva from 28 September to 2 October 1981. At the same meeting, it authorized the Chairman to prepare the provisional agenda for the third session, in consultation with the other members of the Bureau, after the Commission's two Working Parties had met. 5/

I. Credentials

13. At its 7th meeting, the Commission, on the recommendation of the Bureau, approved the credentials of the representatives participating in the session, on the understanding that the States which had not yet submitted their credentials would do so within the next few days.

J. Membership and attendance 6/

14. The following States members of the Preparatory Commission were represented at the session: Algeria; Angola; Argentina; Australia; Austria; Bangladesh; Belgium; Bolivia; Brazil; Bulgaria; Burundi; Canada; Central African Republic; Chile; China; Colombia; Cuba; Czechoslovakia; Democratic Yemen; Denmark; Dominican Republic; Ecuador; Egypt; El Salvador; Ethiopia; Finland; France; Gabon; German Democratic Republic; Germany, Federal Republic of; Ghana; Greece; Guatemala; Haiti; Honduras; Hungary; India; Indonesia, Iran; Iraq; Ireland; Italy; Ivory Coast; Jamaica; Japan; Kenya; Kuwait; Liberia; Libyan Arab Jamahiriya; Madagascar; Malaysia; Malta; Mexico; Morocco; Netherlands; New Zealand; Nicaragua; Nigeria; Norway; Oman; Pakistan; Peru; Philippines; Poland; Portugal; Qatar; Republic of Korea; Romania; Saudi Arabia; Senegal; Sierra Leone; Singapore; Somalia; Spain; Sri Lanka; Sudan; Sweden; Switzerland; Syrian Arab Republic; Thailand; Trinidad and Tobago; Tunisia; Turkey; Union of Soviet Socialist Republics; United Arab Emirates; United Kingdom of Great Britain and Northern Ireland; United Republic of Cameroon; United Republic of Tanzania; United States of America; Upper Volta; Uruguay; Venezuela; Viet Nam; Yugoslavia; Zaire. The European Economic Community was also represented at the session.

4/ Circulated, as document CF/PC/Misc.4, by decision of the Preparatory Commission, at its 6th meeting, the Commission having noted a statement of financial implications.

5/ See annex I, para. 1, of the resolution.

6/ For the list of participants, see CF/PC/INF/2.

15. The United Nations Industrial Development Organization and the United Nations Development Programme were represented at the session. 1/ The International Trade Centre UNCTAD/GATT was also represented. 1/

16. The following specialized agencies were represented at the session: Food and Agriculture Organization of the United Nations; World Bank; International Monetary Fund. 1/ The General Agreement on Tariffs and Trade was also represented. 1/

17. The following intergovernmental organizations were represented at the session: African, Caribbean and Pacific Group of States; African Groundnut Council; Association of Iron Ore Exporting Countries; International Tea Promotion Association; League of Arab States; OPEC Fund for International Development; Organisation for Economic Co-operation and Development; Organization of American States; Permanent Secretariat of the General Treaty on Central American Economic Integration. 1/

1/ Participating as observers by decision of the Commission at its second session.

ANNEX I

RESOLUTION ADOPTED BY THE PREPARATORY COMMISSION AT ITS SECOND SESSION

3 (II). Work programme of the Commission a/

The Preparatory Commission,

Having considered the note by the UNCTAD secretariat entitled "Work programme of the Commission" (CF/PC/8.1),

Taking into account the note by the UNCTAD secretariat reproduced in appendix II to this resolution,

Conscious of the need to undertake without delay the tasks assigned to it in paragraph 1 (d) of resolution 2 (IV) adopted by the United Nations Negotiating Conference on a Common Fund under the Integrated Programme for Commodities on 27 June 1980, b/

Taking into account practical difficulties which have been identified for the implementation of the request to the Secretary-General of UNCTAD by the United Nations Negotiating Conference on a Common Fund under the Integrated Programme for Commodities in paragraph 2 (a) of its resolution 2 (IV) for the early establishment of a Special Unit, and the need to make interim arrangements for the servicing of the Commission,

1. Decides to establish two Working Parties, with the same Bureau as that of the Commission and open to all members of the Commission, to prepare drafts on the following subjects for the consideration of the Commission:

(a) Working Party I (Administrative, legal and procedural matters)

(i) Rules of procedure of the Governing Council and of the Executive Board;

(ii) Rules and regulations for the conduct of the business of the Fund;

(iii) Delegation of powers by the Governing Council to the Executive Board;

(iv) Rules and regulations for the Consultative Committee;

(v) Rules and regulations for adjustments in the distribution of votes;

(vi) Administrative budget;

(vii) Staff regulations;

(viii) Organizational structure;

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a/ Originally distributed as CF/PC/2.

b/ TD/IPC/CF/CONF/26, annex.

(ix) Relationship agreements with various co-operating institutions;

(x) Headquarters agreement;

(b) Working Party II (Operational and financial matters)

(i) Rules and regulations for First Account operations, including borrowing;

(ii) Rules and regulations for Second Account operations, including borrowing;

(iii) Financial regulations;

2. Decides to take up, on a priority basis, the question of the adoption of its rules of procedure at its third session;

3. Adopts, subject to review at its third session, the programme of work and schedule of meetings as set out in appendix I to this resolution;

4. Requests the Secretary-General of UNCTAD to take the necessary steps to commission the technical studies and documentation required for the carrying out of the programme of work, and authorises him to incur expenditures up to $1,251,000 out of the advance of $1,750,500 approved by the General Assembly, in accordance with the contents of appendix II to the present resolution, and to keep the States members informed through the Commission on the utilization of the resources;

5. Requests the Chairman to undertake consultations with member States through the regional co-ordinators in Geneva and with the Secretary-General of UNCTAD for the implementation of the interim arrangements.

7th meeting
13 February 1981

APPENDIX I

Programme of work and schedule of meetings

Working Party I (Administrative and legal matters): first session (4-8 May 1981)

1. Rules of procedure of the Governing Council (section A (i)) a/
2. Rules of procedure of the Executive Board (section A (i))
3. Rules and regulations for the conduct of business of the Fund (section A (ii))
4. Delegation of powers by the Governing Council to the Executive Board (section A (iv))

Distribution of documents: end of March 1981

Working Party II (Operational and financial matters): first session (27-31 July 1981)

Rules and regulations for First Account operations, including borrowing (sections B (i) and (ii))

Distribution of documents: mid-June 1981

Preparatory Commission: third session (28 September-2 October 1981)

1. Reports from the Working Parties and consideration of possible outstanding issues
2. Progress on signature and ratification of the Agreement and pledges of voluntary contributions to the Second Account

Distribution of documents: early September 1981

Working Party II: second session (30 November-4 December 1981)

1. Matters referred from previous meetings
2. Rules and regulations for Second Account operations, including borrowing (section B (iii))
3. Financial regulations (section C (ii))

Distribution of documents: mid-October 1981

Working Party I: second session (25-29 January 1982)

1. Matters referred from previous meetings
2. Rules and regulations for the Consultative Committee (section A (iii))

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a/ The references throughout this appendix relate to document CF/PC/R.1.

3. Rules and regulations for adjustments in the distribution of votes (section A (v))

4. Other matters (sections C (i), C (ii), D (ii), E (ii) and E (iii))

Distribution of documents: mid-December 1981

Preparatory Commission: fourth session (23-27 March 1982)

1. Reports from the Working Parties and consideration of possible outstanding issues

2. Progress on signature and ratification of the Agreement and pledges of voluntary contributions to the Second Account

3. Report of the Preparatory Commission to the Governing Council

Distribution of documents: early March 1982

APPENDIX II

WORK PROGRAMME OF THE COMMISSION

Financial requirements

Note by the UNCTAD secretariat

The financial requirements to carry out the work programme outlined in appendix I to the resolution are estimated to be as follows:

(i)	30 work months of professional staff a/	$525,000
(ii)	15-20 work months of consultant services	$100,000
(iii)	22 months of secretarial services	$ 56,000
(iv)	Travel of staff	$ 30,000
(v)	General operating expenses	$ [illegible]
		$611,000
(vi)	8 weeks of meetings b/	$640,000
		$1,251,000

It is understood that, while the secretariat will try to keep expenditure as low as possible by making available, inter alia, from the Commodities Division some support free of charge, it might be necessary, if required in the interest of completing the work in time, to incur expenditures on a somewhat different pattern from the one indicated above. Additional expenditures may have to be incurred depending on any decision that the Preparatory Commission may take at its next session, especially in regard to the matters to be included under item 4 of the proposed schedule of work for the second session of Working Party 1 scheduled for January 1982.

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a/ Assuming that about 30 work months would be made available by the UNCTAD secretariat to the Common Fund free of charge.

b/ Including the cost of the first and second sessions of the Preparatory Commission held in October 1980 and February 1981 respectively.

ANNEX II

United Nations procedures applicable to the recruitment of professional staff for the proposed Special Unit a/

Note by the UNCTAD secretariat

1. The recruitment of staff for the Special Unit in accordance with the existing United Nations procedures would involve the following steps:

(a) Job descriptions to be prepared for each post;

(b) Posts to be classified by the United Nations classification section in New York;

(c) Vacancy announcements to be circulated;

(d) Candidates to be evaluated and interviewed; in this connection and pursuant to General Assembly resolution 55/210, the United Nations principle of geographical distribution must be observed, giving priority to candidates from countries that are not well represented in the United Nations, and to women;

(e) Selected candidatures to be submitted to the Appointments and Promotion Committee (APC), Geneva, and/or the Appointment and Promotion Board (APB) in New York;

(f) Recommendations of the APC and APB to be approved by the Secretary-General of the United Nations;

(g) Offer of appointment to be made by UNCTAD, subject to medical clearance.

2. It is UNCTAD's experience that the period required for the completion of these procedures is about eight to twelve months.

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a/ Originally distributed as document CF/PC/CRP.2.

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COMMON FUND FOR COMMODITIES

Preparatory Commission

RULES OF PROCEDURE[1/]

1/ Adopted by the Preparatory Commission at its 10th meeting, on 25 September 1981.

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RULES OF PROCEDURE

I. SESSIONS

Convening of sessions

Rule 1

1. Sessions of the Commission shall be held:

(a) As decided by the Commission;

(b) As decided by the Chairman with the concurrence of the other members of the Bureau;

(c) As decided in accordance with paragraph 2 of this rule.

2. Any member of the Commission may address to the Chairman a proposal for the convening of a session. Such proposal shall be communicated to the other members of the Bureau and if all concur the session shall be held as proposed.

3. The sessions of the Commission shall be held in Geneva. Upon the proposal of any member, the Commission may, however, decide to hold a session elsewhere, provided that any additional costs of holding such a session are met by the host Government.

Notification of sessions

Rule 2

The Secretary-General of UNCTAD shall notify the members of the Commission, and observers invited under rule 26, of the date and place of each session.

II. AGENDA

Provisional agenda

Rule 3

1. The Secretary-General of UNCTAD shall draw up the provisional agenda for each session in consultation with the Chairman.

2. The provisional agenda shall include all items required by these rules or proposed by:

(a) The Commission at a previous session;

(b) Any member of the Commission;

(c) A committee or working party of the Commission established under rule 12;

(d) The Chairman of the Commission;

(e) The Secretary-General of UNCTAD.

Communication of the provisional agenda

Rule 4

The Secretary-General of UNCTAD shall communicate the provisional agenda for a session and the documentation relating to items thereon to the members of the Commission well in advance of the session.

Supplementary items

Rule 5

Any agenda item proposed after the provisional agenda has been communicated in accordance with rule 4 shall be placed by the Secretary-General of UNCTAD on a supplementary list to be distributed no later than the first meeting of the session.

Adoption of the agenda

Rule 6

1. The Commission shall at the beginning of each session adopt the agenda for that session on the basis of the provisional agenda and of the supplementary list.
2. During a session the Commission may revise the agenda by adding, deleting, deferring or amending items.

III. REPRESENTATION AND CREDENTIALS

Representatives, alternates and advisers

Rule 7

Each member of the Commission shall be represented by an accredited representative, who may be accompanied by such alternate representatives and advisers as may be required.

Credentials

Rule 8

The credentials of representatives and the names of alternate representatives and advisers shall be submitted to the Secretary-General of UNCTAD. The Bureau shall examine the credentials and report thereon to the Commission.

IV. OFFICERS

Election and terms of office

Rule 9

1. The Commission shall elect a Chairman and six Vice-Chairmen from among the representatives of its members. These officers shall constitute the Bureau. Except as provided in paragraph 2, they shall remain in office throughout the existence of the Commission.
2. If an officer resigns, is incapacitated or ceases to be the representative of a member of the Commission, he shall cease to hold office, and the Commission shall, as soon as possible, elect a successor.

Acting Chairman

Rule 10

1. If the Chairman finds it necessary to be absent during a meeting or any part thereof, he shall designate a Vice-Chairman to act in his place.

2. If the Chairman ceases to hold office, the Vice-Chairmen shall designate one of themselves to act in the Chairman's place until a new Chairman is elected.

3. A Vice-Chairman acting as Chairman shall have the same powers and duties as the Chairman.

Participation of the Chairman

Rule 11

The Chairman or an Acting Chairman shall participate in the meetings of the Commission in that capacity and not as the representative of the member by whom he is accredited.

V. SUBSIDIARY BODIES

Committees and working parties

Rule 12

1. The Commission may establish such committees and working parties as may be necessary for the effective discharge of its functions and refer to them any question for study and report.

2. Unless otherwise decided by the Commission, these rules shall apply mutatis mutandis to committees and working parties.

VI. SECRETARIAT

Functions of the Secretary-General of UNCTAD

Rule 13

1. The Secretary-General of UNCTAD shall direct the staff of the Special Unit established for the servicing of the Commission and shall be responsible for all arrangements for its meetings.

2. The Secretary-General of UNCTAD or his representative may make oral as well as written statements concerning any question under consideration.

Functions of the Special Unit

Rule 14

The Special Unit shall, in accordance with these rules:

(a) Prepare all documentation required by the Commission and arrange for its translation, reproduction and circulation;

(b) Arrange for the interpretation of speeches made at meetings;

(c) Perform all other work that the Commission may require.

(d) Transfer the archives of the Commission to the Managing Director as soon as the latter assumes office.

Proposals involving expenditure

Rule 15

Before the Commission approves any proposal involving expenditure, the Secretary-General of UNCTAD shall prepare and provide to the Commission an estimate of the financial implications of implementing the proposal. The Chairman shall draw attention to that estimate and invite discussion on it when the proposal is considered by the Commission.

VII. LANGUAGES

Languages of the Commission

Rule 16

Arabic, Chinese, English, French, Russian and Spanish shall be the languages of the Commission.

Interpretation

Rule 17

1. Speeches made in a language of the Commission shall be interpreted into the other such languages.

2. A representative may speak in a language other than a language of the Commission if he provides for interpretation into one such language. Interpretation into the other languages of the Commission may be based on the interpretation given in the first such language.

VIII. MEETINGS

Public and private meetings

Rule 18

The meetings of the Commission as well as those of its subsidiary bodies shall be held in private unless the body concerned decides otherwise.

Records of meetings

Rule 19

1. At the end of each session the Chairman shall prepare a report on the items considered, to which shall be attached, if so requested, statements made during the proceedings of the Commission.

2. Sound recordings of the meetings of the Commission shall be kept by the Secretariat. Such recordings may also be made and kept of meetings of subsidiary bodies, if so decided by the Commission.

IX. CONDUCT OF BUSINESS

Quorum

Rule 20

A quorum for any meeting of the Commission shall be constituted by one third of its members.

General powers of the Chairman

Rule 21

1. In addition to exercising the powers conferred upon him elsewhere by these rules, the Chairman shall declare the opening and closing of each meeting of the Commission, shall direct the discussion, ensure observance of these rules, accord the right to speak and announce decisions. The Chairman, subject to these rules, shall have complete control of the proceedings of the Commission and over the maintenance of order at its meetings. He shall rule on points of order. He may propose to the Commission the closure of the list of speakers, a limitation on the time to be allowed to representatives and on the number of times the representative of each member may speak on an item, the adjournment or closure of the debate, and the suspension or adjournment of a meeting.

2. The Chairman, in the exercise of his functions, remains under the authority of the Commission.

Points of order

Rule 22

1. During the discussion of any matter, a representative may at any time raise a point of order, which shall be immediately decided by the Chairman in accordance with these rules. A representative may appeal against the ruling of the Chairman. The ruling of the Chairman shall stand unless overruled by the Commission.

2. A representative may not, in raising a point of order, speak on the substance of the matter under discussion.

Motions

Rule 23

A member of the Commission may present any of the following motions, which shall have precedence in the indicated order over all proposals and other motions before the meeting:

(a) To suspend the meeting;

(b) To adjourn the meeting;

(c) To adjourn the debate on the item under discussion;

(d) To close the debate on the item under discussion.

Right of reply

Rule 24

Notwithstanding the closure of the list of speakers, the Chairman may accord the right of reply to any member of the Commission.

X. DECISIONS

Decisions

Rule 25

1. The Commission shall endeavour to take decisions by consensus.

2. If the Commission is unable to reach consensus on any matter which requires consideration by the Governing Council, the different proposals and points of view relating thereto shall be transmitted to the Governing Council.

XI. OBSERVERS

Observers

Rule 26

The Commission may invite the United Nations, its specialized or other related agencies, or other intergovernmental organizations to attend its sessions as observers.

XII. AMENDMENT AND SUSPENSION OF RULES OF PROCEDURE

Amendment and suspension

Rule 27

These rules may be amended or suspended by the Commission, provided that the amendment or suspension is in conformity with the resolution of the United Nations Negotiating Conference on a Common Fund which established the Preparatory Commission, if 24 hours' notice of the proposed amendment or suspension has been given, which may be waived in respect of suspension if no member objects.

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COMMON FUND FOR COMMODITIES
Preparatory Commission
Third session
Geneva, 21 September 1981

REPORT BY THE CHAIRMAN ON THE THIRD SESSION OF THE PREPARATORY COMMISSION HELD FROM 21 TO 25 SEPTEMBER 1981

A. Opening of the session

1. The third session of the Preparatory Commission was opened by the Chairman, Mr. J.-V. Gbeho (Ghana), on 21 September 1981. The Acting Deputy Secretary-General of UNCTAD (Mr. A. McIntyre) made an introductory statement.

B. Adoption of the agenda (Agenda item 1)

2. At its 8th meeting, on 21 September 1981, the Preparatory Commission adopted the following agenda, on the understanding that this in no way prejudiced the order in which the various items would be taken up by the Commission:

1. Adoption of the agenda and organization of work
2. Matters dealt with by Working Party I
3. Matters dealt with by Working Party II 1/
4. Adoption of the rules of procedure
5. Progress report on signature and ratification of the Agreement
6. Other business.

C. Adoption of the rules of procedure (Agenda item 4)

3. At its 9th meeting, on 22 September 1981, the Preparatory Commission, pursuant to paragraph 2 of its resolution 3 (II), took up, on a priority basis, the question of the adoption of its rules of procedure. At its 10th meeting, on 25 September 1981, the Preparatory Commission adopted its rules of procedure as contained in document CF/PC/4.

1/ Owing to lack of time, the Preparatory Commission was unable to take up agenda item 3.

D. Matters dealt with by Working Party I (Agenda item 2)

4. The Preparatory Commission considered the draft rules of procedure of the Governing Council (CF/PC/R.4), the draft rules of procedure for meetings of the Executive Board (CF/PC/R.5) and the draft rules and regulations for the conduct of the business of the Fund (CF/PC/R.6), as prepared by Working Party I. The texts of these drafts, as revised by the Preparatory Commission, will be circulated in documents CF/PC/R.7, R.8 and R.9.

5. The Commission also had before it a technical note (CF/PC/WP.I/R.4) on the delegation of powers by the Governing Council to the Executive Board, which it did not have time to discuss in detail. The spokesman for the Latin American Group stated that the Governing Council should delegate specific powers to the Executive Board, rather than reserving certain powers to itself and by implication delegating all other powers to the Executive Board. The representative of the Secretary-General of UNCTAD drew attention to the practical difficulties in following such a procedure as it was not possible to prepare an exhaustive list of all powers. The spokesman for Group D said that his Group favoured delegating to the Executive Board only those powers referred to in the Agreement as powers of the Fund.

E. Progress report on signature and ratification of the Agreement (Agenda item 5)

6. At its 10th meeting, on 25 September 1981, the Preparatory Commission took note of a progress report by the secretariat (CF/PC/L.8), giving the situation as at 18 September 1981 as regards signature and ratification of the Agreement establishing the Common Fund for Commodities.

F. Programme of work and schedule of meetings

7. At its 10th meeting, on 25 September 1981, the Preparatory Commission, pursuant to paragraph 3 of its resolution 3 (II), reviewed its programme of work and schedule of meetings and agreed to the revised schedule of meetings contained in the annex to this report.

8. At the same meeting, the Preparatory Commission took note of a statement of expenditures incurred against the advance authorized by the General Assembly submitted by the secretariat in document CF/PC/L.9.

G. Replacement of two Vice-Chairmen

9. At its 10th meeting, on 25 September 1981, the Preparatory Commission elected Mr. A. Hotton Minler (Argentina) and Mr. D. Browne (Canada) as Vice-Chairmen of the Commission, to replace Mr. A. Martini Urdaneta (Venezuela) and Mr. T.A. Bermes (Canada) respectively.

H. Credentials

10. At its 10th meeting, on 25 September 1981, the Preparatory Commission, on the recommendation of the Bureau, approved the credentials of the representatives of States participating in the session, on the understanding that the States which had not yet submitted their credentials would do so within the next few days.

I. Participation 2/

11. The following States members of the Preparatory Commission were represented at the session: Algeria; Angola; Argentina; Australia; Austria; Bangladesh; Belgium; Bolivia; Brazil; Bulgaria; Canada; Chile; China; Colombia; Costa Rica; Cuba; Czechoslovakia; Democratic Yemen; Denmark; Dominican Republic; Ecuador; Egypt; El Salvador; Ethiopia; Finland; France; Germany, Federal Republic of; Ghana; Greece; Guatemala; Honduras; India; Indonesia; Iraq; Ireland; Italy; Ivory Coast; Jamaica; Japan; Kenya; Liberia; Luxembourg; Madagascar; Malaysia; Mali; Malta; Mexico; Morocco; Netherlands; Nicaragua; Nigeria; Norway; Pakistan; Peru; Philippines; Poland; Portugal; Republic of Korea; Romania; Saudi Arabia; Senegal; Sierra Leone; Spain; Sri Lanka; Sudan; Sweden; Switzerland; Syrian Arab Republic; Thailand; Trinidad and Tobago; Tunisia; Turkey; Union of Soviet Socialist Republics; United Arab Emirates; United Kingdom of Great Britain and Northern Ireland; United Republic of Cameroon; United Republic of Tanzania; United States of America; Uruguay; Venezuela; Viet Nam; Yugoslavia; Zaire. The European Economic Community was also represented.

12. The following United Nations bodies, specialized agencies and intergovernmental organizations, admitted as observers by the Preparatory Commission at its second session, also attended the session: United Nations Industrial Development Organization; United Nations Development Programme; International Trade Centre UNCTAD/GATT; Food and Agriculture Organization of the United Nations; World Bank; International Monetary Fund; General Agreement on Tariffs and Trade; African Groundnut Council; Association of Iron Ore Exporting Countries; Organisation for Economic Co-operation and Development; Organization of American States.

2/ For the list of participants, see CF/PC/INF.3

ANNEX

Revised schedule of meetings

Working Party II (Operational and financial matters)

Second session (14-18 December 1981)

First Account operations, including borrowing; and Financial regulations

Third session (25-29 January 1982)

Second Account operations, including borrowing

Working Party I (Administrative, legal and procedural matters)

Second session (22-26 March 1982)

Preparatory Commission

Fourth session (17-28 May 1982)